

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
SEPTEMBER 5, 2013
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, September 5, 2013, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silent prayer, and led the audience in the Pledge of Allegiance. Mayor Swallows then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

Also present: Jim Shipley, City Manager; Cathy McClain, City Clerk and Dan Rader IV, serving as City Attorney.

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

Jim Shipley, City Manager, requested to withdraw item #10 – consider approval of 2013 Wellness Screening Program Agreement.

Councilman Anderson made a motion, seconded by Councilman Woodford, to withdraw item #10 and approve the agenda as amended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

Mayor Swallows recognized the following: Tom Graham, Roger Phillips, Marlin Haggard & Pauline Whiteside, employees of the Water Quality Control Department.

For Immediate Release
**COOKEVILLE WATER SYSTEM
SCORES 100%
ON STATE OF TENNESSEE SANITARY SURVEY**

The City of Cookeville is pleased to announce that its Department of Water Quality Control's Water System has achieved a perfect score of 100% on its recent Tennessee Department of Environment and Conservation (TDEC) Sanitary Survey. The survey covered the time period from March 21, 2012 to August 7, 2013.

The sanitary survey is an unannounced on-site evaluation and audit of the total operations and maintenance of a public water system by TDEC's Division of Water Supply Section. The four (4) day survey inspected every facet of Cookeville's Water System including the complete operations, maintenance and safety programs, records and documentation, water treatment techniques, water quality tests, water distribution system, cross connection, backflow prevention, engineering, equipment, facilities and construction procedures. The City of Cookeville was notified of its perfect score in a letter to Mayor Matt Swallows from TDEC's Johnny Walker.

The Department of Water Quality Control credits the perfect score to many factors, but largely attributes the Department's employees' hard work and attention to details as the driving force behind the perfect score. The Cookeville Water System processes water from the Center Hill Reservoir and serves approximately 18,121 direct customers along with seven wholesale customers that include, the City of Algood, the City of Baxter, Cookeville Boat Dock Road Utility District (UD), Old Gainesboro Road UD, Bangham UD, Double Springs UD, and the O'Conner UD.

Contact Info – Ronnie J. Kelly, Director Dept. of Water Quality Control
931-520-5259

**COOKEVILLE CITY COUNCIL
MINUTES
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For Immediate Release
**COOKEVILLE WASTE WATER
TREATMENT PLANT RECEIVES
OPERATIONAL EXCELLENCE AWARD**

The Kentucky-Tennessee Water Environment Association has awarded the City of Cookeville's Department of Water Quality Control the Operation Excellence Award for the operation of the Cookeville Waste Water Treatment Facility.

The award was presented during the 2013 Water Professional's Conference held in Louisville, Kentucky. The award is given based on a facility's demonstrated operational excellence with regard to meeting water quality standards set by the EPA and the State of Tennessee. The award recognizes the "dedication, resolve and outstanding effort of the Employees of the facility," in meeting very stringent permit limitations during the 2012 calendar year.

The Cookeville Waste Water Treatment Plant processes and treats waste water for the City of Cookeville and the City of Algood. The plant is rated to treat 14 million gallons of waste water per day and currently treats flows averaging approximately 6.5 million gallons per day.

Contact Info – Ronnie J. Kelly, Director
City of Cookeville
Dept. of Water Quality Control
931-520-5259

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
AUGUST 15, 2013**

Councilman Anderson made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Woodford. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**HOLD A PUBLIC HEARING
AND CONSIDER ON SECOND
AND FINAL READING
ORDINANCE #O13-08-11,
PROVIDING A TAX LEVY
FOR THE 2013-2014
FISCAL YEAR**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-08-11. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
SEPTEMBER 5, 2013**

**HOLD A PUBLIC HEARING
AND CONSIDER ON SECOND
AND FINAL READING
ORDINANCE #O13-08-12,
AUTHORIZING APPROPRIATIONS FOR FINANCIAL
AID TO PUBLIC SERVICE,
NONPROFIT, & CHARITABLE
ORGANIZATIONS FOR THE
2013-2014 FISCAL YEAR**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-08-12. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**HOLD A PUBLIC HEARING
AND CONSIDER ON SECOND
AND FINAL READING
ORDINANCE #O13-08-13,
MAKING APPROPRIATIONS
FOR THE VARIOUS FUNDS,
DEPARTMENTS, AND
AGENCIES OF THE CITY
OF COOKEVILLE, TN
FOR THE 2013-2014
FISCAL YEAR**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-08-13. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O13-08-14, PERTAINING TO
WATER & SEWER RATES**

Ronnie Kelly, Water Quality Control Director, advised the Council that he left out some language & needs to revise the ordinance by adding: "and outside" to Section I – Water Storage Rate.

COOKEVILLE CITY COUNCIL
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Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-08-14 as revised. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSENT AGENDA:

CONSIDER DECLARING
AS SURPLUS A 1989
FORD F150 – PW & 2002
CHEVY 4WD – ELECTRIC
DEPARTMENT

Cathy McClain

From: Debbie Swallows
Sent: Friday, August 09, 2013 7:25 AM
To: Cathy McClain
Subject: ADD TO SURPLUS

Public
Works)

This is the vehicle we want to add to surplus to be sold.

(1)
318 - 1989 FORD F150 4X4 - PICKUP TRUCK – VIN#48657
174582 miles

Cathy McClain

From: Carl Haney
Sent: Friday, August 30, 2013 2:25 PM
To: Cathy McClain
Subject: 2002 Chevy 4WD (Electric Dept)
Attachments: P1010131.jpg; P1010132.jpg; P1010133.jpg; P1010134.jpg; P1010135.jpg

Cathy,

Tony ask me to send you the info on a truck we would like to surplus. Attached are some pictures and the info. The truck does not run at this time.

Thanks,
Carl

(1)

Chevy 1/2 Ton 4WD 2002 1GCEK14V52Z249680 180913 miles

CONSIDER AWARDED BIDS
FOR TRANSFORMERS,
LIGHTS & BRACKETS –
ELECTRIC DEPARTMENT

**COOKEVILLE CITY COUNCIL
MINUTES
SEPTEMBER 5, 2013**

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 13072501**

DATE OF BID OPENING:	8-20-2013
BIDS OPENED BY:	Glenn Greenwood
BIDS WITNESSED BY:	Brandon Jones
DEPARTMENT:	Electric

TIME: 2:00 PM CST

[illegible]

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM

Items 1 & 2
LMM

Item 3

Stuart Irby

BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.

~~RECOMMENDED. DEPT. HEAD~~

APPROVAL: CITY MANAGER

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 13080201

DATE OF BID OPENING:	8-27-2013
BIDS OPENED BY:	Glenn Greenwood
BIDS WITNESSED BY:	Scottie Roberts, Chad Broadbent
DEPARTMENT:	Electric

TIME: 2:00 PM CST

[illegible]

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM

Items 1 & 2

item 3

Stuart Irby

BE AWARDED FOR THE FOLLOWING REASON: low bid meeting specs.

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the consent agenda items as submitted. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
SEPTEMBER 5, 2013**

NEW BUSINESS:

**HOLD A PUBLIC HEARING
AND CONSIDER ON FIRST
READING ORDINANCE
#O13-08-10, AMENDMENTS
TO THE ZONING CODE
RELATIVE TO TOWN-
HOUSES AS PERMITTED
USES IN THE RD & RS-5
ZONING DISTRICTS WHEN
LOCATED IN AN RAO
DISTRICT**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O13-08-10. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
CHANGE ORDER ON
PUBLIC WORKS FACILITY
BUILDING RENOVATIONS
AT 1115 EAST SPRING
STREET**

Public Works Facility Renovations

Change Order Number 1

1. Encase rainwater leaders and columns in brick - \$3795.00
2. Provide and install tile under carpet areas to match existing floor elevation - \$1968.75
3. Change overhead door size from 16 feet to 14 feet -(-)\$178.50
4. Remove unstable block walls and reinstall - \$1856.00
5. Do not install stud wall adjacent to block wall - (-)\$350.00
6. Construct concrete steps on west side of building for electrical entrance clearance - \$862.50
7. Cut out and remove section of existing sidewalk around showroom area and install reinforced concrete section to support new brick - \$1932.00
8. Change electrical service to buildings from overhead to underground - \$3499.13
9. Do not install approximately 615 feet of fencing - (-)\$5775.00
10. Replace rooftop unit over showroom area - \$15,199.80
11. Install insulation in metal building office walls - \$1639.88
12. Install insulation in metal building office ceilings - \$1069.22
13. Clean existing insulation - \$737.92
14. Repair vinyl insulation - \$575.00
15. Repair rainwater leaders in showroom area - \$345.00
16. Repair column on northeast corner of showroom - \$460.00
17. Change fire dampers - \$913.50
18. 2'x2' light fixture in corridor 7 - \$170.80
19. 50 amp plug for welder - \$718.86
20. Extend contract time 10 calendar days

Total Change Order Amount - \$29,439.86

**Extend Contract Time 10 days, Substantial Completion Date
December 17, 2013**

**COOKEVILLE CITY COUNCIL
MINUTES
SEPTEMBER 5, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve Change Order #1 on the Public Works Facility Renovations in the amount of \$29,439.86 & extending the contract time for 10 days as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
INSTALLATION OF FIBER
OPTIC CABLE AT VARIOUS
LOCATIONS**

**Installation of Fiber Optic Cable
To
New Public Works Facility and Police Substation**

Public Works Facility

- One proposal from Loftis Underground for \$47,195.26
- Delete splicing and hardware from proposal to be performed by city forces, reducing amount by \$15,533.76 to **\$31,661.50**

Police Substation

- One proposal from Loftis Underground for \$30,526.76
- Delete splicing and hardware from proposal to be performed by city forces, reducing amount by \$15,533.76 to **\$14,993.00**

Total for both Alternates - \$46,654.50

Greg Brown, Public Works Director, stated that we do not need to install cable at the Police Substation.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the installation of fiber optic cable at the Public Works Facility (1115 E. Spring Street) for the cost of \$31,661.50 as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
CHANGE ORDER ON
CURED IN PLACE PIPE
REHABILITATION
PROJECT**

**COOKEVILLE CITY COUNCIL
MINUTES
SEPTEMBER 5, 2013**

TO: City Manager
City Council

FROM: Ronnie J. Kelly, Director *RJK*

DATE: August 30, 2013

SUBJ: Change Order – 2013 Cured In Place Pipe Rehab Project

During the next City Council meeting I will be presenting and recommending a change order to the 2013 Cured- In- Place Pipe Rehabilitation Project that the City Council awarded on February 7, 2013.

After performing some of the work in the Broad Street area it has become apparent that we need to rehab a few more sections of pipe due to the impending paving project planned for Broad Street. I am requesting that the City Council authorize the City Manager to execute a change order adding \$15,000 and 45 days to the current contract. This will give our department the flexibility to complete any needed repairs in those areas before the roads are repaved.

If you have specific questions concerning this item please feel free to give me a call.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Change Order for the 2013 Cured In Place Pipe Rehab Project in the amount of \$15,000 & extending the contract time for 45 days as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
AMENDMENT TO THE
BRIDGE/WATERLINE
AGREEMENT WITH THE
PUTNAM COUNTY
HIGHWAY DEPARTMENT**

TO: City Manager
City Council

FROM: Ronnie J. Kelly, Director *RJK*

DATE: August 30, 2013

SUBJ: Consider Amending Bridge/Waterline Agreement with Putnam County Highway Department

During the September 5th City Council meeting I will be requesting authorization for the City Manager to execute an amendment to the agreement between the City of Cookeville and the Putnam County. This amendment will increase the engineering and construction costs to reflect the actual costs now that the project bids have been opened.

In 2010 the City of Cookeville and Putnam County entered into an agreement that would include Cookeville's water line relocation into the Bridge Replacement Project that the Putnam County Highway Department was designing to replace the bridge over the Falling Water River.

In that agreement, Cookeville agreed to pay the estimated cost of the water line portion of the project and that portion of the engineering cost associated with the water design. The estimated cost in 2010 for engineering was \$21,000, and \$140,000 for the water line construction.

Bids have been opened and the water line construction costs were \$205,282, per the unit prices bid. The engineering cost now totals \$30,792.30 per the 15% set up in the contract for engineering services.

If you have any questions concerning this item please feel free to give me a call.

**COOKEVILLE CITY COUNCIL
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Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the amendment to the Bridge/Waterline Agreement as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF A
TRI-PARTY AGREEMENT &
WHOLESALE POWER
AGREEMENT PROVIDING
FOR THE IMPLEMENTATION
OF THE 5MR RATE PROGRAM**



Five-Minute Response power, or 5 MR, allows participating commercial and industrial customers to qualify for credits on their power bills in exchange for giving TVA the right to suspend the availability of 5 MR power to address reliability needs of the TVA system.

- Minimum total contract demand greater than 1,000 kW at a single delivery point
- *Credit* – A customer earns a \$4.00 per kW credit on the highest maximum amount of 5 MR demand established in any billing month
- 5 MR may offer a significant savings to the extent that a customer can reduce their demand for power at anytime upon five minutes notice.
- The rate program requires a tri-party contract between the Customer, TVA, and City of Cookeville.
- CED revenue margin is unchanged by the rate program.

Wholesale Power Agreement related to TVA's 5 MR Rate Program

- Amends Power Contract to provide for the 5MR Rate
- Allows TVA to apply Customer's 5 MR credits to the wholesale power bill
- Allows TVA to monitor and read the Customer's electric meter

Additional Information Relative to the 5MR Program

- In 2008 TTU installed approximately 8 MW's of generation and qualified to receive the 5MR rate for an initial 5 year period
- TTU's initial 5 year period will be expiring on September 30, 2013
- TTU is required to re-apply for another 5 year period
- Request Council approval for the Mayor to execute the Tri-Party Agreement between TTU, TVA, and the City of Cookeville and also execute the Wholesale Power Agreement between TVA and the City.

**COOKEVILLE CITY COUNCIL
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SEPTEMBER 5, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Tri-Party Agreement & Wholesale Power Agreement with TVA as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Councilman Woodford announced that the “Fall Fun Fest & Tony Stone Cookoff” is this weekend on September 6th & 7th !!!!

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Albrecht, to adjourn the meeting at 6:05 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk